

Bartlett High School

Booster Club

Meeting Minutes

Meeting Date: January 22, 2024

Meeting Location: BHS Library

Start Time: 7:00 pm

Presiding: Brian Sanders (President)

Officers Present: Martha Farabaugh (Treasurer), Dawn Engels (Asst. Treasurer), Terea Eid (Secretary)

Directors Present: Brian Sanders (Band), Tracy Rodriguez (Baseball, Boys Swimming), Terea Eid (Cross Country, Boys Track), Joy Pelz (Boys Basketball), Karen Linkevich (Girls Basketball), Michelle Ornelas-Phalp (Dance), Dawn Engels (Wrestling)

BHS STAFF/Parents/Visitors: Jennifer King (Fine Arts)

Called to Order at 7:05 pm by Brian Sanders (President)

LAST MEETING HIGHLIGHTS/ REVIEW OF MINUTES - Brian Sanders:

- The president@bhsbooster.org email address has been spoofed so be wary of emails you may receive from this address that have to do with financial matters.
- Clubs should be keeping their own financial records and not just relying on the main booster treasurer for all of their financial records.
- If you use the Sam's card - please submit a check request form to reflect your purchases.
- Mailed checks may take up to two weeks, so select another delivery method if you need a check sooner.
- The district has passed an investigation into Title IX compliance, but we should continue to work together for ways to support boys and girls athletics equally.

MOTION by Pelz

Move to accept November meeting minutes. Seconded (Linkevich) and passed without dissent.

PRESIDENT'S REPORT – Brian Sanders:

- **FUNDRAISERS**

Remember to register your club's fundraisers to help main boosters keep track. Coaches are only allowed to run one fundraiser a year. Dawn will promote fundraisers on Facebook but this is only possible if clubs register fundraisers, and then they can be added to the fundraiser calendar.

ACTION ITEM: Sanders

Share google fundraiser calendar with Diana Sheehan.

- **INDOOR CONCESSIONS**

The website has been updated to include all information regarding indoor concessions under the tab "Director Hub" scroll down to "Concession Documents." Documents there include checklists for running indoor concessions, as well as manuals for all concession equipment. Brian met with Judy who is a lunchroom supervisor to discuss concerns over sharing the indoor concession space and created a checklist to address her concerns. If BHS gets fully staffed for lunch, they will start using the indoor concession area to serve pizza.

ACTION ITEM: Engels

Post sign in concession area to remind basketball boosters about dates wrestling will need space in the coolers for their events.

TREASURER'S REPORT –Martha Farabaugh

Main \$195,365.38

Concession \$2,431.50

Complex \$99,352.11 (additional \$65,000 in a CD)

- **FUNDRAISERS**

Please follow up on your dine to donate checks. These can sometimes take up to 6-8 weeks to receive and clubs need to make sure the money reaches the account. If you are unable to have the check mailed directly to you or pick up the check yourself, then make sure to give Martha a heads up as to the check amount that will be sent to the school (Make sure restaurants know to address envelopes to Boosters and make the checks out to Boosters, not BHS).

- **CONCESSIONS**

Keep track of your own expenses regarding concessions. These won't be reconciled until your concession season is over, so that the main Booster 15% fee can be calculated. Send Martha a spreadsheet of your expenses/ profits as soon as possible at the end of the season. If you are transferring leftover product to other clubs, let Martha know. The remaining profit will then be transferred from the concession account into your

club's account.

- **UNCLAIMED CHECKS**

There are still unclaimed checks, please keep track of your clubs accounts and make sure money reaches your account when it should.

ACTION ITEM: Eid

Create a document for clubs to transfer leftover product from one club to another.

ATHLETIC DIRECTOR'S REPORT – Jeff Bra

- Boys Basketball: two players have reached 1000 points.
- Girls Basketball: Regional game 13th at 7:30, 16th at 7; supersectional on the 26th
- Wrestling: 2 girls and 2 boys made conference, Emma E. 5th place for boys
- Dance Team: qualified for state and will have a send off 3:30 this Thursday
- Cheer: Sectionals at Rolling Meadows this weekend.
- Bowling: Mason M. is a sectional qualifier

COMMITTEE REPORTS: Scholarship committee chairs are needed. If you do not have a senior and are willing to read scholarship applications this year to help award the two \$1,000 Booster scholarships, please let the Booster Board know. Dawn Engels volunteered to be part of the committee. Two more volunteers are needed.

ACTION ITEM: Eid

Get Filomena in the office scholarship information for this year.

CLUB REPORTS:

Band- No report

Baseball –No report

Basketball (Boys)- No report

Basketball (Girls)- No report

Cheer- No report

Cross Country - No report

Dance- Lockers will be decorated on Wed evening before the state send off.

Fine Arts –

Football– No report

Golf Boys – No report

Lacrosse (Girls)– No report

Soccer (Boys) – No Report

Soccer (Girls) – No Report

Softball – No Report

Student Council – No Report

Boys Swimming - No Report

Girls Swimming – No Report

Track Girls – No Report

Track Boys- (Terea Eid)Boys and girls track will be running a graduation yard sign fundraiser.

Volleyball Girls – No Report

Wrestling - (Dawn Engels) conference: GIRLS: 2 champs, 1 third place; team 3rd overall
BOYS: 2 champs, 1 second place, 1 third place, team 3rd overall; regionals in a few weeks

Next Meeting - February 28, 2024 at 7:00 in the BHS library

MOTION by King

Move to adjourn meeting.

Motion seconded (Rodriguez) and passed without dissent.

Meeting Adjourned –8:23

Respectfully Submitted, Terea Eid 2023-2024 Secretary, BHS Booster Club.

MAIN BOOSTERS EXECUTIVE BOARD: Brian Sanders (president@bhsboosters.org), Matt Balgeman (vicepresident@bhsboosters.org), Martha Farabaugh (treasurer@bhsboosters.org), Dawn Engels (asstreasurer@bhsboosters.org), Terea Eid (secretary@bhsboosters.org)